



Montana Office of Public Instruction
Linda McCulloch Superintendent www.opi.mt.gov

E-Grant System Overview June 2008



OPI E-Grants System

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Which grants are on E-Grants?

- 21st Century
- Carl Perkins
- ESEA / NCLB Consolidated
 - Title I A – Basic
 - Title I A – Schoolwide
 - Title II A – Improving Teacher Quality
 - Title II D – Enhancing Education Through Technology (Ed Tech)
 - Title III – English Language Acquisition
 - Title IV A – Safe and Drug-Free Schools and Communities
 - Title V A – Innovative Programs
 - Title IV B – Rural Low Income
- IDEA Consolidated
 - Individuals with Disabilities Education Act Part B (IDEA Part B)
 - IDEA Preschool
- Title I School Improvement
- Title I Part C Regular Term (Migrant)
- Title I Part C Summer Term (Migrant Summer)

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E-Grants System Requirements

- PC's (Windows Operating System Versions: 98, NT, 2000, XP)
- Internet Browsers
 - Netscape (6.1+) OR
 - Internet Explorer (IE) (5.5+)
 - Note 6.0 or higher preferred
 - IE is **not** supported in the Mac environments. Safari is advised on a Mac but has not been completely and thoroughly tested so the user may experience occasional odd behavior.
 - Not AOL Browser

System Requirements Cont'd

- Internet Browsers
 - Pop-ups
 - **NOTE:** Internet Pop-Up Blockers (i.e. AOL, MSN, Google) **MUST** either be disabled or allow for pop-ups from the E-Grants sites or the application will not function properly



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Accessing E-Grants OPI Home Page

OPI Montana Office of Public Instruction
Official Mail | OPI Staff | Calendar | Video Conferences | Other Links | Home

Get Answers | Parents | Ed Data | Indian Ed | IRIS | Jobs | Licensing | Ed News | METNET | NCLB Report Card | Key Word Search | Search

NCLB Report Card | Measurement & Accountability | **E-Grants** | AIM | Search | ADC District FTE

OPI Superintendent Linda McCulloch Public Instruction

Home : state.mt.us : Superintendent of Public Instruction
Document Location: <http://www.opi.state.mt.us/Superintendent/index.html>
Last Modified: 11/28/07

[Get Answers](#)

Calendar

The State Superintendent of Public Instruction is a constitutionally established office, elected for a four-year term. The people of Montana have been electing a State Superintendent of Instruction as one of its five members of the Executive Branch since the 1889 Constitution. Montana demonstrates the high value it places on educating our children, by electing a State Superintendent for K-12 public education.

By law, the State Superintendent has general supervision of the K-12 public schools and districts. The State Superintendent also serves as a member of the [Land Board](#), the [State Library Commission](#), and as an ex-officio non-voting

K-12 Education Governance
The superintendent of public instruction has the general supervision of the public schools and districts of the state.

Superintendent Decisions
Search the archives.

OPI Agency
The Office of Public Instruction mission is: to improve teaching and learning through communication, collaboration, advocacy, and accountability to those

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Login to E-Grants

Contact Information
Training & Instructions
Documents
PDF LEA E-Grants Security Assignments
PDF Timeline
E-Grants Home

E-Grants Management System
MONTANA Office of Public Instruction

Welcome to the New E-Grants webpage!

E-Grants Login
E-Grants Listserve
E-Grants Calendar
Find a School

RSS Feed

E-Grants is a web-enabled system for K-12 education and supports the grant application process from allocation of funds and application for funding through

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OPI E-Grants System[OPI Home](#)

[Logon Page](#)[Instruction](#)

**Welcome to the Office of Public Instruction (OPI)
E-Grants System**

Please enter your user ID and Password

User ID:

Password:

See the Instructions for supported browsers and optimal screen resolution settings.

Powered by **MTW** Grant Management Solutions System

The Montana Office of Public Instruction, Linda McCulloch, Superintendent • P.O. Box 202501 Helena, Montana 59620-2501
In-State Toll-Free 1-888-231-9393, Local (406) 444-3095

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E-Grants Menu List

OPI E-Grants System[OPI Home](#)

[Menu List](#)[Sign Out](#)[Instruction](#)

You have been granted access to the forms below by your Security Administrator

- Competitive Grant
 - 21st Century
- Administrative
 - Allocation Tool
 - OPI Reports
 - Vendor Payee Details
- Formula Grant
 - Carl Perkins - Secondary
 - ESEA / NCLB Consolidated
 - IDEA Consolidated
 - Title I School Improvement
- Planning
 - Planning Tool
- Discretionary Grant
 - Title I Part C - Regular Term

If the form you need is not listed, contact your Security Coordinator :

See the Instructions for supported browsers and optimal screen resolution settings.

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Wait! My Program Isn't There

- You don't have rights to access the program
- Your AR must authorize OPI to assign a password, ID, and program rights
- OPI Help Desk: 444-3448



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New Security Process

- LEAs/Districts no longer need a Security Coordinator!!
- The OPI will now set up rights to E-Grant Applications.
- ARs can submit a single form to the OPI in order to:
 - Set up new accounts in E-Grants
 - Assign/Reassign Security Roles
 - Inactivate an E-Grants user accounts
- <http://www.opi.mt.gov/PUB/PDF/Egrants/Security/08LEASecurityForm.pdf>

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LEA Application Roles

LEA E-Grants Application Roles

→ LEA View Only Access

This role will have security level access to review the LEA application. This will be a 'read only' access, as this role cannot save changes to the application.

→ LEA Data Entry Staff

This role will allow LEA staff to enter data into the application. This role completes all data entry and runs the Consistency Check to ensure that the application is ready for review and approval by the AR.

→ LEA Authorized Representative (AR)

This role is responsible for reviewing and agreeing to all Certifications and Assurances, completing a final review of the LEA's application, and formally submitting the application to the Office of Public Instruction. This role can also complete data entry and run the Consistency Check. The AR may also perform all of the functions of the Financial/Business Manager.

LEA E-Grants Financial Roles

→ Financial View Only Access

This role will have security level access to review the payment information for the LEA. This will be a 'read only' access, as this role cannot save changes to any data.

→ Financial Data Entry Staff

This role will be able to enter the Reimbursement Requests and Expense Reports data into E-Grants. This role will complete payment data entry and ensure that the Requests are ready for review and approval by the Financial/Business Manager.

→ Financial/Business Manager (Authorized Approval Role)

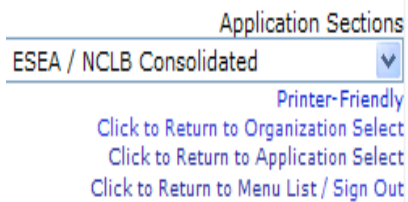
This role will be responsible for approving and formally submitting the Reimbursement Request and Expense Reports to the OPI as completed and ready for the OPI review and approval. This role can also complete payment data entry.

Navigating E-Grants

- Session timeout is set to 60 minutes. It is important to SAVE work often.
- Page Scrolling – use scroll bars on the bottom and side of the webpage to see all information. Example – need to scroll to the far right on the budget page to see the “Delete Row” selection.
- Cutting and Pasting from Word/Notepad



Navigating E-Grants



- Drop down list to select programs.
- Standard links to sections of the application.
- DO NOT USE Internet “Back” and “Refresh” buttons.

E-Grants Resources

- **Instructions** – Links that give guidance on how to complete EVERY page in E-Grants.
- **E-Grants Training and Instructions** – Tab on E-Grants Login page.
 - Quick Tips
 - Video-On-Demand (VOD)



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Contacts

E-Grants Basic Overview & Navigation:

- [System Requirements](#)
- [Security and Roles](#)
- [Log-on](#)
- [Menu List](#)

Overview:

- **Funding**
 - a. [Allocations](#)
 - b. [Topic Funding](#)
 - c. [Budget Summary](#)
 - d. [Budget Detail](#)
- [Private/Nonpublic School](#)
- [Grant Summary](#)
- [Assurances, Common and Program](#)
- [Submit](#)
- [Application History](#)
- [Page Lock Control](#)

Program Applications:

- [Planning Tools](#)
- [Title I](#)
- [Title IIA](#)
- [Title IID](#)
- [Title III](#) Lynn
- [Title IVA](#)
- [21st Century \(Title IV B\)](#)
 - a. [Application Process](#)
 - b. [Reviewers](#)
- [Title VA](#)
- [Title VI](#)

[Viewing Tips!](#)

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Begin the Application



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1st Stop- Planning tool

OPI E-Grants System

[OPI Home](#)
[Sign Out](#)
[Instruction](#)

Menu List

You have been granted access to the forms below by your Security Administrator

- Competitive Grant
 - [21st Century](#)
- Administrative
 - [Allocation Tool](#)
 - [OPI Reports](#)
 - [Vendor Payee Details](#)
- Formula Grant
 - [Carl Perkins - Secondary](#)
 - [ESEA / NCLB Consolidated](#)
 - [IDEA Consolidated](#)
 - [Title I School Improvement](#)
- Planning
 - [Planning Tool](#)**
- Discretionary Grant
 - [Title I Part C - Regular Term](#)

If the form you need is not listed, contact your Security Coordinator :

See the Instructions for supported browsers and optimal screen resolution settings.

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OPI E-Grants System

[OPI Home](#)

Applicant Name: Savage Elem
Application: Planning Tool
Legal Entity: 0747
[Click to Return to Menu List / Sign Out](#)

Plan Selection

Would you like to add a new plan? [Add New Year](#) [Copy to New Year](#)

[Open](#) [Address Issues](#) [Amend](#) [Delete](#) [View](#)

Select	Plan(s)	Status	Status Date
2007-2008			
<input type="checkbox"/>	Original	Opened	Started
			6/11/2007 7:14:32 AM

user ID: ldunk

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In-State Toll-Free 1-888-231-9393, Local (406) 444-3095
[Contact Us](#)

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OPI E-Grants System

[OPI Home](#)

Applicant Name: Lincoln K-12 Schools Legal Entity: 1221

Application: Planning Tool

Printer-Friendly
Click to Return to Plan Select
Click to Return to Menu List / Sign Out

Overview	Topic 1	Topic 2	Topic 3	Topic 4	Topic 5	Topic 6	Topic 7
----------	---------	---------	---------	---------	---------	---------	---------


Planning Tool & Report Overview

The Planning Tool serves as the first step in developing an application for the E-grant system. This process establishes the relationship between the school district comprehensive education planning process, the fiscal resources provided by federal and state programs and measurable objectives that gauge the results of program activity.

There are two critical components of the Planning Tool:

- Topics** are established by OPI. Topics include broad areas of emphasis required by one or more state and/or federal programs. OPI supplies the topics that are required under each federal program's regulations.
 - Topic 1:** Improving Academic Achievement
 - Topic 2:** Assuring Qualified Personnel
 - Topic 3:** Improving Graduation Rates
 - Topic 4:** Improving School Climate
 - Topic 5:** Providing Education Appropriate to Students' Needs
 - Topic 6:** Increasing Parent and Community Involvement
 - Topic 7:** Providing Quality Career and Technical Education Programs
- Goals** are written by the applicant. An applicant must provide at least one and no more than three goals under each topic that is required for a program and for which the applicant is eligible to apply. A model goal is listed for each topic and may be selected by an applicant, if desired.

The topics and district goals established in the Planning Tool carry forward into the appropriate program detail and budget detail pages. Applicants will use that information to develop objectives, activities and budget as related to the specific program.



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[OPI Home](#)

Applicant Name: Lincoln K-12 Schools Legal Entity: 1221

Application: Planning Tool

Printer-Friendly
Click to Return to Plan Select
Click to Return to Menu List / Sign Out

Overview	Topic 1	Topic 2	Topic 3	Topic 4	Topic 5	Topic 6	Topic 7
----------	---------	---------	---------	---------	---------	---------	---------

Topic 1 Goals

Instructions

Topic 1: Improving Academic Achievement

Programs that specifically address this Topic in their application Program Detail pages:

Title I, Part A Basic (Mandatory)	Title I, Part C Migrant - Summer Term (Selectable)
Title I, Part A School Improvement (Mandatory)	Title II, Part D Ed Tech (Mandatory)
Title I, Part A Schoolwide (Mandatory)	Title III English Language Acquisition (Mandatory)
Title I, Part C Migrant - Regular Term (Selectable)	Title V, Part A Innovative Programs (Mandatory)
	Title VI, Part B Rural Low Income (Selectable)

Districts are required to either select the Model Goal provided OR enter at least one Goal of your own creation. You can select the model and define up to three additional district goals as well. District Goals are limited to 250 characters.

☐ **Goal 1.0 (NCLB Model):** All students will reach high standards, at a minimum attaining proficiency or better in reading/language arts and mathematics.

Goal 1.1:

Goal 1.2:

Goal 1.3:

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Complete the Tool



- Review each of the 7 tabs
- Select or create a goal for each **Mandatory** Topic
- Save each page that you have completed
- Return to Menu List

OPI E-Grants System

Applicant Name: Lincoln K-12 Schools

Legal Entity: 1221

Application: Planning Tool

Printer-Friendly
Click to Return to Plan Select
Click to Return to Menu List / Sign Out

Overview

Topic 1

Topic 2

Topic 3

Topic 4

Topic 5

Topic 6

Topic 7

Topic 1 Goals

Instructions

Topic 1:Improving Academic Achievement

Programs that specifically address this Topic in their application Program Detail pages:

Title I, Part A Basic (Mandatory)

Title I, Part A School Improvement (Mandatory)

Title I, Part A Schoolwide (Mandatory)

Title I, Part C Migrant - Regular Term (Selectable)

Title I, Part C Migrant - Summer Term (Selectable)

Title II, Part D Ed Tech (Mandatory)

Title III English Language Acquisition (Mandatory)

Title V, Part A Innovative Programs (Mandatory)

Title VI, Part B Rural Low Income (Selectable)

Districts are required to either select the Model Goal provided OR enter at least one Goal of your own creation. You can select the model and define up to three additional district goals as well. District Goals are limited to 250 characters.

☐ Goal 1.0 (NCLB Model):

All students will reach high standards, at a minimum attaining proficiency or better in reading/language arts and mathematics.

Goal 1.1:

Goal 1.2:

Goal 1.3:

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Select an Application

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Menu List

You have been granted access to the forms below by your Security Administrator

Formula Grant
Carl Perkins - Secondary
ESEA / NCLB Consolidated
IDEA Consolidated
GMS Administration
MTW Security System
Planning
Planning Tool

If the form you need is not listed, contact your Security Coordinator :
Lincoln K-12 Schools - Kathy Heisler at 406-362-4201
See the Instructions for supported browsers and optimal screen resolution settings.

user ID: Kheisler

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Create a New Application

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Applicant Name: Savage Elem Legal Entity: 0747

Application Select - ESEA Consolidated

Year: 2009 **Create Application**

Select an application from the list(s) below and press one of the following buttons:

Open Application Create Amendment
Review Summary Payments Print All

Select	Application / Amendment	Original Submit Date	OPI Approval Date	Status	Status Date
2007-2008	08-ESEA-00 Original Application	06-11-2007	08-31-2007	Final Approved	08-31-2007

user ID: Idunk

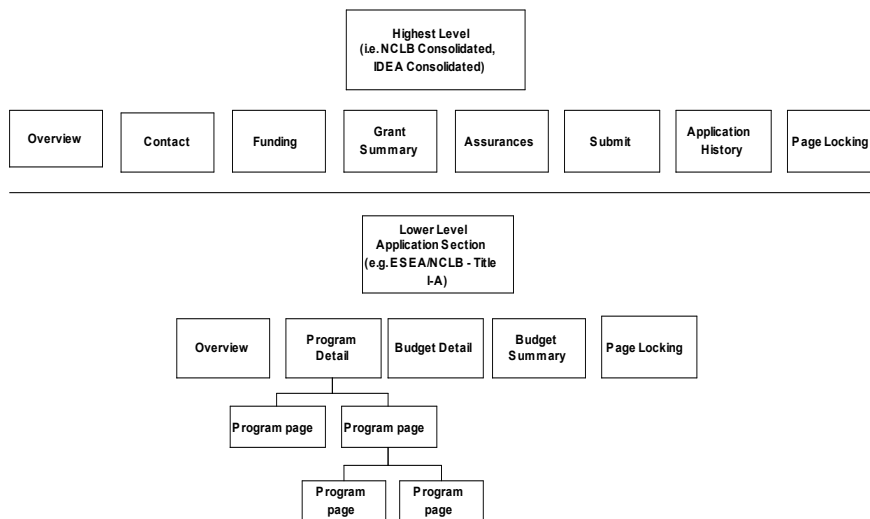
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E-Grant Tab Structure



Contact Information

The form displays contact information for an applicant. At the top, it shows 'Applicant Name: Big Sandy H S' and 'Legal Entity: 0138'. Below this, it says 'Application: 2007-2008 Original Application'. On the right, there is a dropdown menu for 'Application Sections' with 'ESEA / NCLB Consolidated' selected. Below the dropdown are links for 'Printer-Friendly', 'Click to Return to Application Select', and 'Click to Return to Menu List / Sign Out'. The form has a navigation bar with tabs: Overview, Contact Information, Funding, Private/NonPublic School Participation, Grant Summary, Assurances, Common and Program, Submit, Application History, and Page Lock Control. The 'Contact Information' tab is selected. Below the navigation bar is a section titled 'Contact Information' with a link to 'Instructions'. Under this section, there is a note: '* Denotes required field'. Below this, there are two sections: 'Authorized Representative:' and 'District Clerk:'. Each section has fields for Last Name, First Name, Phone, Fax, Summer Phone*, and Email. The 'Authorized Representative' section has fields for Ray and Edward. The 'District Clerk' section has fields for Kulbeck and Ruth. Below these sections is a 'Save Page' button. At the bottom, there are two checkboxes: 'Title I A Contact:' and 'Title II A Contact:'.



Who gets the E-mails? (Contact tab)

☐ Title II D Contact:

☐ Technology Coordinator:

☐ Title III Contact:

☐ Title IV A Contact:

☐ Title V Contact:

☐ Title VI Contact:

Application Approval / Disapproval Copy Email Addresses
☐ Check to add up to five (5) email addresses to receive copies of automated approval/disapproval notices. The Authorized Representative or Superintendent who submits the application does not need to be included in this list.

Funding Tab: Allocations Page

Applicant Name: Big Sandy Elem Legal Entity: 0137 Application Sections: ESEA / NCLB Consolidated ☒ Printer-Friendly
Application: 2007-2008 Original Application Click to Return to Application Select
Click to Return to Menu List / Sign Out

Overview	Contact Information	Funding	Private/NonPublic School Participation	Grant Summary	Assurances, Common and Program	Submit	Application History	Page Lock Control
Allocations		Topic Funding		General Transferability			Small Rural Schools (SRS)	

Allocations Instructions

	TitleIA	Schoolwide	TitleIIA	TitleIID	TitleIII	TitleIVA	TitleVA	TitleVIB
Current Year Funds								
Allocation	\$27,908	\$0	\$11,994	\$518	\$0	\$953	\$315	\$0
ReAllocated (+)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Released (-)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Current Year Funds	\$27,908	\$0	\$11,994	\$518	\$0	\$953	\$315	\$0
Prior Year(s) Funds								
Carryover (+)	\$880	\$0	\$728	\$22	\$0	\$0	\$0	\$0
ReAllocated (+)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Prior Year(s) Funds	\$880	\$0	\$728	\$22	\$0	\$0	\$0	\$0
Sub Total	\$28,788	\$0	\$12,722	\$540	\$0	\$953	\$315	\$0
Multi-District								
Transfer In (+)	\$21,337	\$0	\$6,399	\$396	\$0	\$713	\$213	\$0
Transfer Out (-)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Administrative Agent	0080137		0080137	0080137		0080137	0080137	
Adjusted Sub Total	\$50,125	\$0	\$19,121	\$936	\$0	\$1,666	\$528	\$0

Prime Applicant and
Members



Funding Tab: Allocations Page Transferability

Multi-District								
Transfer In (+)	\$21,337	\$0	\$6,399	\$396	\$0	\$713	\$213	\$0
Transfer Out (-)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Administrative Agent	0080137		0080137	0080137		0080137	0080137	
Adjusted Sub Total	\$50,125	\$0	\$19,121	\$936	\$0	\$1,666	\$528	\$0

Complete the section below to notify the SEA that the applicant is transferring or flexing funds per the provisions of the State and Local Transferability Act. Guidance on Transferability is available at <http://www.ed.gov/programs/transferability/finalsummary04.doc>. Guidance on REAP/Flex is available at <http://www.ed.gov/policy/elsec/guid/resp03guidance.doc>

Funds Available for Transfer/Flex	TitleIA	Schoolwide	TitleIIA	TitleIID	TitleIII	TitleIVA	TitleVA	TitleVIB
Applicable Percentage	0%	0%	100%	100%	0%	100%	100%	0%
Current Year	\$0	\$0	\$18,393	\$914	\$0	\$1,666	\$528	\$0
Cap for Carryover			\$728	\$22				
Total Available for Transfer/Flex	\$0	\$0	\$19,121	\$936	\$0	\$1,666	\$528	\$0
From TitleIIA (+)	0		0	0	0	0	0	
From TitleIID (+)	0		0	0	0	0	0	
From TitleIVA (+)	0		0	0	0	0	0	
From TitleVA (+)	0		0	0	0	0	0	
Total Transfer/Flex	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

If you have an approved Schoolwide plan, you are eligible to transfer funds to the Schoolwide program. You may transfer up to the amount indicated for each of the other Titles. Funds transferred to Schoolwide below will be available for budgeting under the Schoolwide program. The Title I amount transferred to Schoolwide will be edited against amounts entered on Targeting Step 4. The Title I transfer amount must be greater than or equal to the sum of Attendance Area Allocations for each school marked Schoolwide (SWP).

Amount Available for Transfer	\$71,462	\$25,520	\$1,332	\$0	\$2,379	\$741	\$0	\$0
To School Wide (-)	0	0	0	0	0	0	0	0

Funding Tab: Allocations Page Schoolwide, Refuse Funds, Calculate and Save

TOTAL AVAILABLE FOR TRANSFER/FLEX								
From TitleIIA (+)	0		0	0	0	0	0	
From TitleIID (+)	0		0	0	0	0	0	
From TitleIVA (+)	0		0	0	0	0	0	
From TitleVA (+)	0		0	0	0	0	0	
Total Transfer/Flex	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

If you have an approved Schoolwide plan, you are eligible to transfer funds to the Schoolwide program. You may transfer up to the amount indicated for each of the other Titles. Funds transferred to Schoolwide below will be available for budgeting under the Schoolwide program. The Title I amount transferred to Schoolwide will be edited against amounts entered on Targeting Step 4. The Title I transfer amount must be greater than or equal to the sum of Attendance Area Allocations for each school marked Schoolwide (SWP).

Amount Available for Transfer	\$71,462	\$25,520	\$1,332	\$0	\$2,379	\$741	\$0	\$0
To School Wide (-)	0	0	0	0	0	0	0	0

Funds not applied for
(SEA may reallocate funds to other grantees)

Current Year Funds	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prior Year Funds	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Net Adjustment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Available for Budgeting	\$50,125	\$0	\$19,121	\$936	\$0	\$1,666	\$528	\$0

	TitleIA	Schoolwide	TitleIIA	TitleIID	TitleIII	TitleIVA	TitleVA	TitleVIB

Calculate Totals

Save Page

user ID: ERay



Funding Tab: Topic Funding Page

Click to Return to Menu List / Sign Out

Overview	Contact Information	Funding	Private/NonPublic School Participation	Grant Summary	Assurances, Common and Program	Submit	Application History	Page Lock Control
Allocations		Topic Funding		General Transferability			Small Rural Schools (SRS)	

Topic Funding [Instructions](#)

	TitleIA	Schoolwide	TitleIIA	TitleIID	TitleIII	TitleIVA	TitleVA	TitleVIB
Total Available for Budgeting	\$50,125	\$0	\$19,121	\$936	\$0	\$1,666	\$528	\$0

Topic Funding Indicate which programs will provide funding for each topic by checking the appropriate check boxes.

Topic 1: Improving Academic Achievement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Topic 2: Assuring Qualified Personnel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Topic 3: Improving Graduation Rates	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Topic 4: Improving School Climate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Topic 5: Providing Education Appropriate to Students' Needs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Topic 6: Increasing Parent and Community Involvement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Topic 7: Providing Quality Career and Technical Education Programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	TitleIA	Schoolwide	TitleIIA	TitleIID	TitleIII	TitleIVA	TitleVA	TitleVIB

[Save Page](#)

user ID: ERay

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Private/NonPublic School Participation

OPI E-Grants System [OPI Home](#)

Applicant Name: Big Sandy Elem **Legal Entity:** 0137

Application: 2007-2008 Original Application **Application Sections:** ESEA / NCLB Consolidated [Printer-Friendly](#)
[Click to Return to Application Select](#) [Click to Return to Menu List / Sign Out](#)

Overview	Contact Information	Funding	Private/NonPublic School Participation	Grant Summary	Assurances, Common and Program	Submit	Application History	Page Lock Control
Schools 1-15		Schools 16-30	Schools 31-45				Private/Nonpublic Summary	

ESEA/NCLB - Private/Nonpublic School Participation (Schools 1-15) [Instructions](#)

General Information

Participating Private/Nonpublic Schools

NOTE: Until you have calculated equitable share amounts for each program, including Title I targeting step 4, you cannot complete or save data on these Participation pages.

How many participating Private/Nonpublic schools are attended by students who reside within your boundaries?

[Save Page](#)

user ID: ERay



Equitable Share –Go Here first!!

Applicant Name: Savage Elem

Application: 2008-2009 Original Application

Select each program and
complete the Equitable Share

Title II A - Improving Teacher Quality
Printer-Friendly
Click to Return to Application Selection
Click to Return to Menu List / Sign Out

Overview/ General Information	Program Detail	Budget Pages	Page_Lock Control
Private/Nonpublic Equitable Share	Budget Detail	Property and Equipment	Budget Summary

Private/Nonpublic Schools Share

Instructions

1. Amount available for public and private/nonpublic schools
2. Enter any Indirect Costs charged to this grant (in whole dollars). Indirect Cost from Budget Detail page:
(You must enter an amount equal to the amount entered on the budget detail page. If that amount changes you MUST re-save this page to correct the calculations below.)
3. Enter public district expenditures for Class-Size Reduction, Recruitment, and Retention
4. Remaining funds for Professional Development (Line 1 - Line 2 - Line 3 calculated only on Save). Amount calculated with current Line 1 amount -->
5. Enter Enrollment for Participating Private/Nonpublic Schools from Private/Nonpublic Participation List
6. Public District Enrollment
7. Sum of Public District and Private/Nonpublic Enrollments (Line 5 + Line 6 calculated only on Save)
8. Proportion of Participating Private/Nonpublic School Enrollment Compared to Total Enrollment (Line 5 / Line 7 calculated only on Save)
9. Equitable Share (Line 8 X Line 4 rounded to a whole dollar, calculated only on Save)
10. Nonpublic Hold Harmless: Amount of services for which private/nonpublic schools were eligible in FY2002.
11. Amount to be budgeted for private school services. (larger of lines 9 and 10 - determined on Save)

Save Page

Once Equitable Share calculation is complete
for each program: go back to ESEA/NCLB and
complete this page.

OPI E-Grants System

OPI
Home

Applicant Name: Big Sandy Elem

Legal Entity: 0137

Application Sections
ESEA / NCLB Consolidated

Application: 2007-2008 Original Application

Printer-Friendly
Click to Return to Application Selection
Click to Return to Menu List / Sign Out

Overview	Contact Information	Funding	Private/Nonpublic School Participation	Grant Summary	Assurances, Common and Program	Submit	Application History	Page_Lock Control
Schools 1-15		Schools 16-30	Schools 31-45				Private/Nonpublic Summary	

ESEA/NCLB - Private/Nonpublic School Participation (Schools 1-15)

Instructions

General Information

Participating Private/Nonpublic Schools

NOTE: Until you have completed the equitable share amounts for each program, including Title I targeting step 4, you cannot complete or save data on these Participations.

How many participating private/nonpublic schools who reside within your boundaries?

Click to see a list

Save Page



User ID: ERay



Grant Summary – view by Object Code

Overview	Contact Information	Funding	Private/NonPublic School Participation	Grant Summary	Assurances, Common and Program	Submit	Application History	Page Lock Control
----------	---------------------	---------	--	---------------	--------------------------------	--------	---------------------	-------------------

Grant Summary (Read Only) [Instructions](#)

Display by ☒ Purpose Category ☐ Object Code

Object Code	Title I A - Basic	Title I A - Schoolwide	Title II A - Improving Teacher Quality	Title II D - Ed Tech	Title III - English Language Acquisition	Title IV A - SDFSC	Title V A - Innovative Programs
100 Personal Service-Salaries	\$42,109		\$12,180	\$782			\$454
200 Employee Benefits	\$7,117		\$2,123	\$132			\$74
300 Purchased Professional and Technical							
400 Purchased Property Services							
500 Other Purchased Services						\$160	
600 Supplies						\$1,011	
700 Property & Equipment						\$495	
800 Other Objects			\$4,090	\$0		\$0	\$0
Indirect Cost	\$0		\$0				
Totals	\$49,226		\$18,393	\$914		\$1,666	\$528

Additional Programs

Object Code	Title VIB - Rural Low Income
100 Personal Service-Salaries	
200 Employee Benefits	
300 Purchased Professional and Technical	
400 Purchased Property	

javascript:submitForm('Overview'); [Local intranet](#) [100%](#)

Grant Summary – view by Purpose Category

Overview	Contact Information	Funding	Private/NonPublic School Participation	Grant Summary	Assurances, Common and Program	Submit	Application History	Page Lock Control
----------	---------------------	---------	--	---------------	--------------------------------	--------	---------------------	-------------------

Grant Summary (Read Only) [Instructions](#)

Display by ☒ Purpose Category ☐ Object Code

Purpose Category	Title I A - Basic	Title I A - Schoolwide	Title II A - Improving Teacher Quality	Title II D - Ed Tech	Title III - English Language Acquisition	Title IV A - SDFSC	Title V A - Innovative Programs
10 Instruction	\$46,772		\$11,035	\$652			
20 Support Services						\$1,666	
21 Parental/Family Involvement							
22 Professional Development	\$2,454		\$7,358	\$262			\$528
23 Administration							
27 Pupil Transportation							
33 School and Community Support							
40 Facilities							
Indirect Cost	\$0		\$0	\$0		\$0	\$0
Totals	\$49,226		\$18,393	\$914		\$1,666	\$528

Additional Programs

Purpose Category	Title VIB - Rural Low Income
10 Instruction	
20 Support Services	
21 Parental/Family Involvement	
22 Professional Development	
23 Administration	
27 Pupil Transportation	



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ESEA/NCLB ASSURANCES FOR FEDERAL PROGRAMS

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OPI E-Grants SystemOPI Home

Applicant Name: Big Sandy ElemLegal Entity: 0137Application Sections
ESEA / NCLB ConsolidatedPrinter-Friendly
Click to Return to Application Select
Click to Return to Menu List / Sign Out

Overview	Contact Information	Funding	Private/NonPublic School Participation	Grant Summary	Assurances, Common and Program	Submit	Application History	Page Lock Control
Common Assurances	Title_I Part A	Title_II Part A	Title_II Part D	Title_III	Title_IV Part A	Title_V Part A	Title_VI	Assurances

Specific Program Assurances-ESEA Title V: Promoting Informed Parental Choice and Innovative Programs; Part A-Innovative ProgramsInstructions

☐ By checking this box and saving the page, the applicant hereby certifies that he/she has read, understood and will comply with the assurances listed below.

1. That Title V, Part A services for students enrolled in both private and public schools are provided on an equitable basis and that annually the district will make every reasonable effort to offer Title V, Part A services to children enrolled in known private schools within the district [Pub. L. No. 107-110 Section 5133(b)(5), 115 Stat. 1783].
2. That all Title V, Part A activities will be decided through systematic consultation with school personnel and parents; will be based upon scientifically researched practices and a data-driven local needs assessment; and will be evaluated annually [Pub. L. No. 107-110 Section 5133(b)(7) and (8), 115 Stat. 1783].
3. That the district will use Title V, Part A funds only to supplement, not supplant, funds from any other Federal, State, or local education funds that would otherwise be used for activities authorized under Title V [Pub. L. No. 107-110 Section 5144, 115 Stat. 1788].

Save Page

user ID: Eray

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Assurances Common and Program Specific

- **Authorized Representatives (AR) must agree**



Check box and agree/save buttons are visible only to the AR

Assurances Common and Program Specific

- **All applicants must agree to the Common Assurances!**
- **Save program special assurances ONLY for those programs w/allocations that will be budgeted.**
(i.e., Titles I A, II A, II D, III, IV A, V A, VI)
- **How? Click the tab for the program.**



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COMMON ASSURANCES

OPI E-Grants System OPI Home

Applicant Name: Fairfield Elem Legal Entity: 0890

Application: 2008-2009 Original Application

Application Sections: ESEA / NCLB Consolidated

Printer-Friendly
Click to Return to Application Select
Click to Return to Menu List / Sign Out

Overview	Contact Information	Funding	Private/NonPublic School Participation	Grant Summary	Assurances, Common and Program	Submit	Application History	Amendment Description	Page Lock Control
Common Assurances	Title_I Part A	Title_II Part A	Title_II Part D	Title_III	Title_IV Part A	Title_V Part A	Title_VI	Assurances	

Common Assurances for Federal Programs Instructions

☐ By checking this box and saving the page, the applicant hereby certifies that he/she has read, understood and will comply with the assurances listed below, as applicable to the program(s) for which funding is requested.

Assurances

Each local entity, district, cooperative or agency that participates in one or more of the programs listed below MUST complete and return this form to the Office of Public Instruction (OPI) prior to the award of funds for any U.S. Department of Education administered program.

Submission of this form is not an application for funds and does not obligate the applicant or OPI for the programs. The following pages consolidate common assurances by federal law that apply to the federal programs listed below. Additional specific program assurances may be included in the application plan for that individual program.

Common Assurances

The Common Assurances listed below in items 1-21 apply to all programs administered by the U.S. Department of Education through the Office of Public Instruction, including all programs found in the following Acts:

- FSFA Reauthorized by the No Child Left Behind Act of 2001, Pub. L. No. 107-110, 115 Stat. 1425- Individuals with Disabilities Education Act (IDEA), Part B, 20

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Common Assurances, cont

20. That the applicant certifies that it is not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation by any federal department or agency, and agrees that it will not knowingly enter into any subcontract or subgrant with a person or agency who is debarred, suspended, declared ineligible or voluntarily excluded from participation by any federal department or agency. If the applicant is unable to provide this certification, an explanation must be attached (see statutory detail in 34 CFR Section 85.105 and 85.110).

Lobbying and Political Activity

21. That the applicant certifies that federal funds will not be used for partisan political purposes of any kind by any person or organization involved in the administration of federally assisted programs. [Hatch Act (5 USC 1501- 508) and Intergovernmental Personnel Act of 1970, as amended by Title VI of Civil Services Reform Act (Pub. L. No. 95-454, Section 4728)]:

- a. federal funds received for programs covered by this common assurance form will not be used to influence or attempt to influence an officer or employee of any agency, a Member, officer, or employee of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with awarding of any federal contract; making any federal grant or loan; entering into any cooperative agreement; and extending, continuing, renewing, amending, or modifying any federal contract, grant, loan, or cooperative agreement.
- b. if funds other than federally appropriated funds have been or will be paid to any person for influencing or attempting to influence any of the parties named above, Standard Form LLL, "Disclosure Form to Report Lobbying" will be completed and submitted in accordance with its instructions and returned to OPI.
- c. the language of this section will be included in any subcontracts entered into for funds received under programs covered by this common assurance form, and ensure that all subcontractors certify and disclose accordingly (see statutory detail 34 CFR Section 82).

Common Assurances agreed to on: _____

Auto fills

AR clicks here

Legal Entity Agrees

user ID: NAnderson

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Assurances: Program Specific



How do I know which ones?

Overview	Contact Information	Funding	Private/NonPublic School Participation	Grant Summary	Assurances, Common and Program	Submit	Application History	Amendment Description	Page Lock Control
Common Assurances	Title_I Part A	Title_II Part A	Title_II Part D	Title_III	Title_IV Part A	Title_V Part A	Title_VI	Assurances	

Assurance Agreement

The authorized representative of the applicant certifies that he or she has read, understood and will comply with all of the provisions of the following assurances.

NOTE: These checkboxes will be automatically filled in as each of the separate certifications/assurances are read and completed. Each program with an allocation available greater than \$0 must be checked off before the final/full agreement can be completed by clicking the button below.

Program	Allocation available for budgeting
<input type="checkbox"/> Common Assurances	
<input type="checkbox"/> Title I, A	15090
<input type="checkbox"/> Title II, A	10544
<input type="checkbox"/> Title II, D	227
<input type="checkbox"/> Title III	0
<input type="checkbox"/> Title IV, A	721
<input type="checkbox"/> Title V, A	0
<input type="checkbox"/> Title VI	0

The assurances were fully agreed to on this date:

Where did these numbers come from???



Overview	Contact Information	Funding	Private/NonPublic School Participation	Grant Summary	Assurances, Common and Program General	Submit	Application History	Amendment Description	Page_Lock Control
Allocations		Topic Funding				Small_Rural Schools (SRS)			
<p>Scroll to the bottom of the page</p>									
<p>Allocations</p>									
From TitleIVA (+)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
From TitleVA (+)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Total Transfer/Flex	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<p>If you have an approved Schoolwide plan, you are eligible to transfer funds to the Schoolwide program. You may transfer up to the amount indicated for each of the other Titles. Funds transferred to Schoolwide below will be available for budgeting under the Schoolwide program. The Title I amount transferred to Schoolwide will be edited against amounts entered on Targeting Step 4. The Title I transfer amount must be greater than or equal to the sum of the Public Allocation for each school marked Schoolwide (SWP).</p>									
Amount Available for Transfer	\$15,090	\$10,544	\$227	\$0	\$721	\$0	\$0	\$0	\$0
To School Wide (-)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
<p>Funds not applied for (SEA may reallocate funds to other grantees)</p>									
Current Year Funds	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prior Year Funds	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Net Adjustment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Available for Budgeting	\$15,090	\$0	\$10,544	\$227	\$0	\$721	\$0	\$0	\$0
	TitleIA	Schoolwide	TitleIIA	TitleIID	TitleIII	TitleIVA	TitleVA	TitleVIB	
<p>Calculate Totals Save Page</p>									
<p>Total after transfers, flex, etc.</p>									
<p>The Montana Office of Public Instruction, Linda McCulloch, Superintendent • P.O. Box 202501 Helena, Montana 59620-2501 In-State Toll-Free 1-888-231-9393, Local (406) 444-3095</p>									
<p>Contact Us</p>									



Assurances - Program Specific

Overview	Contact Information	Funding	Private/NonPublic School Participation	Grant Summary	Assurances, Common and Program	Submit	Application History	Amendment Description	Page Lock Control
Common Assurances	Title_I Part A	Title_II Part A	Title_II Part D	Title_III	Title_IV Part A	Title_V Part A	Title_VI	Assurances	

Specific Program Assurances-ESEA Title I, Part A

Instruction

☐ By checking this box, the applicant hereby certifies that he/she has read, understood and will comply with the assurances listed below, as applicable to the program(s) for which funding is requested.

1. That the applicant will inform eligible schools and parents of schoolwide project authority and the ability of such schools to consolidate funds from federal, state, and local sources [Pub. L. No. 107-110 Section 1112(c)(1)(A), 115 Stat. 1465].
2. That the applicant will provide assistance and support to schoolwide programs [Pub. L. No. 107-110 Section 1112(c)(1)(B), 115 Stat. 1465].
3. That the applicant will coordinate with schools as the schools develop the schools' plans pursuant to Pub. L. No. 107-110 Section 1112(c)(1)(C), 115 Stat. 1465.

1. AR Clicks box

2. Scroll to the bottom of the page and click button.

Assurances, Program Specific: Complete for each applicable program

17. That the applicant has established and implemented: (1) a local educational agency wide salary schedule; (2) a policy to ensure equivalence among schools in teachers, administrators, and other staff; and (3) a policy to ensure equivalence among schools in the provision of curriculum materials and instructional supplies [Pub. L. No. 107-110 Section 1120A(c)(2), 115 Stat. 1512].
18. That the state educational agency or local educational agency shall use federal funds received under this part only to supplement the funds that would, in the absence of such federal funds, be made available from nonfederal sources for the education of pupils participating in programs assisted under this part, and not to supplant such funds.
19. That the applicant approves the state educational agency withholding a necessary percentage of funds authorized under Section 1003 to provide the statewide system of support, including school support teams, which will provide services directly to schools and districts in improvement, corrective action, and/or restructuring.

Save Page

AR clicks button



Final Step

Program	Allocation available for budgeting
<input checked="" type="checkbox"/> Common Assurances	
<input checked="" type="checkbox"/> Title I, A	15090
<input checked="" type="checkbox"/> Title II, A	10544
<input checked="" type="checkbox"/> Title II, D	227
<input checked="" type="checkbox"/> Title III	0
<input checked="" type="checkbox"/> Title IV, A	721
<input type="checkbox"/> Title V, A	0
<input type="checkbox"/> Title VI	0

The assurances were fully agreed to on this date:

OPI E-Grants System

Applicant Name: Big Sandy Elem Legal Entity: 0137

Application: 2007-2008 Original Application

Application Sections: ESEA / NCLB Consolidated

Printer-Friendly
Click to Return to Application Select
Click to Return to Menu List / Sign Out

Overview	Contact Information	Funding	Private/NonPublic School Participation	Grant Summary	Assurances, Common and Program	Submit	Application History	Page Lock Control
Common Assurances	Title_I Part A	Title_II Part A	Title_II Part D	Title_III	Title_IV Part A	Title_V Part A	Title_VI	Assurances

Assurance Agreement

The authorized representative of the applicant who is identified below certifies that he or she has read, understood and will comply with all of the provisions of the following assurances.

NOTE: These checkboxes will be automatically filled in as each of the separate certifications/assurances are read and completed.

<input checked="" type="checkbox"/>	Common Assurances
<input type="checkbox"/>	Title I, A
<input type="checkbox"/>	Title II, A
<input type="checkbox"/>	Title II, D
<input type="checkbox"/>	Title III
<input type="checkbox"/>	Title IV, A
<input type="checkbox"/>	Title V, A
<input type="checkbox"/>	Title VI



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Completing the Submit Page

- NOTE: The CONSULTING function has been deleted for the 2008-2009 application.
- Consistency Check may run for 1 minute.
- “Lock Application” prevents further changes. Only the person who performed the lock or the Authorized Representative can unlock the application.

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Completing the Submit Page

- Submit – Consistency Check must be run first.
 - LEA Data Entry Staff – Submit notifies Authorized Representative (usually the Superintendent).
 - Authorized Representative – Submits to OPI for review.

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Submit Tab

OPI E-Grants SystemOPI Home

Applicant Name: Butte H S **Legal Entity:** 1212 **Application Sections:** ESEA / NCLB Consolidated

Application: 2008-2009 Original Application [Printer-Friendly](#)
[Click to Return to Application Select](#)
[Click to Return to Menu List / Sign Out](#)

[Overview](#) | [Contact Information](#) | [Funding](#) | [Private/NonPublic School Participation](#) | [Grant Summary](#) | [Assurances, Common and Program](#) | **Submit** | [Application History](#) | [Amendment Description](#) | [Page Lock Control](#)

Submit Instructions

**The Consistency Check must be successfully processed before you can submit your application.
Assurances must be reviewed and approved before you can submit your application.**

[Consistency Check](#) [Lock Application](#) [Unlock Application](#)

Assurances
LEA Data Entry
LEA Auth Rep
Final review

user ID: 104500000

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Application History

OPI E-Grants SystemOPI Home

Applicant Name: Big Sandy Elem **Legal Entity:** 0137 **Application Sections:** ESEA / NCLB Consolidated

Application: 2007-2008 Amendment 1 [Printer-Friendly](#)
[Click to Return to Organization Select](#)
[Click to Return to Application Select](#)
[Click to Return to Menu List / Sign Out](#)

[Overview](#) | [Contact Information](#) | [Funding](#) | [Private/NonPublic School Participation](#) | [Grant Summary](#) | [Assurances, Common and Program](#) | [Submit](#) | **Application History** | [Page Lock Control](#)

Application History (Read Only) Instructions

Status Change	UserId	Action Date
Final Application Review	CP8805	11-30-2007
Submitted to SEA	ERay	11-27-2007

ser ID: cp8145

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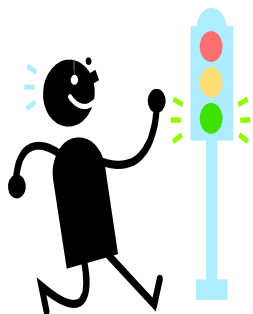
Page-Locking Feature

- Communication tool
 - Where to make corrections on application
 - What's already OK
- Helps avoid unintended changes



How Page-Lock Works...

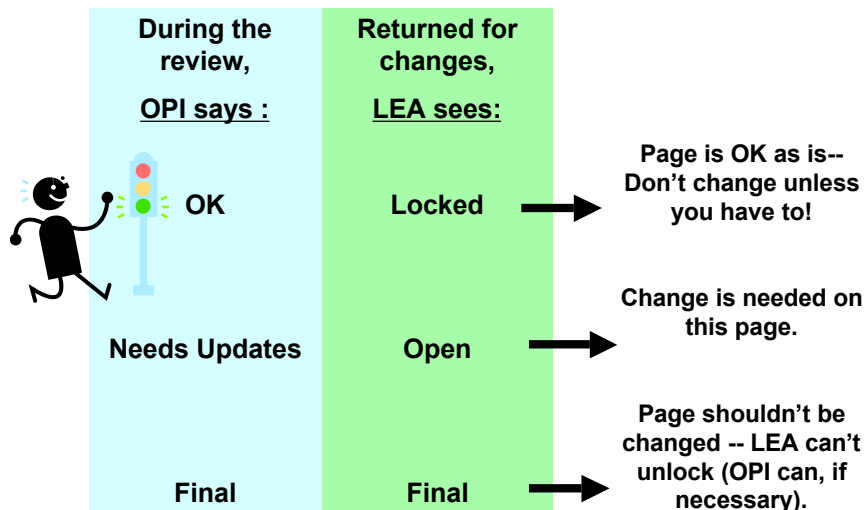
- New Application
 - All pages "Unlocked"
- OPI reviews
 - OPI sets pages to 3 categories:
 - OK
 - Needs Updates
 - Final
- OPI "rejects" application for changes
- LEA sees where changes are needed





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How Page-Lock Works (cont'd).....



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Page-Lock Control tab.....

The screenshot shows the OPI E-Grants System interface. The top navigation bar includes tabs: Overview, Contact Information, Funding, Application Pages, Budget Pages, Assurances, Common and Program, Submit, Application History, and Page Lock Control. The Page Lock Control tab is selected. The main content area displays the following information:

- Applicant Name:** Helena H S
- Legal Entity:** 0488
- Application:** 2007-2008 Original Application
- Carl Perkins - Secondary:** [Dropdown menu]
- Printer-Friendly:** [Link]
- Click to Return to Application Select:** [Link]
- Click to Return to Menu List / Sign Out:** [Link]
- The application has been submitted. No more updates will be saved for the application.**
- Perkins Secondary**
- Program:** Carl D. Perkins Career and Technical Education Act of 2006, Title I.
- Purpose:** Program provides funding to assist high schools in paying the additional costs of approved Career and technical education programs eligible for state CTE funding include: agriculture; business education; family and consumer sciences education; industrial/technology education; be taught by instructors endorsed in the respective curricular area.
- Legislation:** Carl D. Perkins Career and Technical Education Act of 2006 Title I 20 U.S.C. 2301 et seq. (Pub. L. 109-270)
- Guidance:** N/A

A green speech bubble points to the Page Lock Control tab with the text: "Click here to open tab".

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See a list of pages and their status...

OPI E-Grants System OPI Home

Applicant Name: Helena Elem Legal Entity: 0487 Application Sections: ESEA / NCLB Consolidated

Application: 2007-2008 Original Application [Printer-Friendly](#)
[Click to Return to Application Select](#)
[Click to Return to Menu List / Sign Out](#)

Overview Grant Summary Assurances, Common and Program Submit Application History Page Lock Control

The applicant has submitted the application.

Page Review Status Instructions

☐ Expand All

ESEA Consolidated	Page Status	Open Page for editing
ESEA / NCLB Consolidated		
Title I A - Basic		
Title I A - Schoolwide		
Title II A - Improving Teacher Quality		
Title II D - Ed Tech		
Title III - English Language Acquisition		
Title IV A - SDFSC		
Title V A - Innovative Programs		
Title VI B - Rural Low Income		

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Unlock a page for editing....

OPI E-Grants System OPI Home

Applicant Name: Helena Elem Legal Entity: 0487 Application Sections: ESEA / NCLB Consolidated

Application: 2007-2008 Original Application [Printer-Friendly](#)
[Click to Return to Application Select](#)
[Click to Return to Menu List / Sign Out](#)

Overview Contact Information Funding Private/NonPublic School Participation Grant Summary Assurances, Common and Program Submit Application History Page Lock Control

Page Review Status Instructions

☒ Expand All

ESEA Consolidated	Page Status	Open Page for editing
ESEA / NCLB Consolidated		
Contact Information	LOCKED	
Funding		
Allocations	OPEN	
Topic Funding	OPEN	
Private/NonPublic School Participation		
Schools 1-15	LOCKED	
Schools 16-30	LOCKED	
Schools 31-45	LOCKED	
Title IV A - SDFSC		
Program Detail		
Private/Nonpublic Equitable Share	FINAL	
Objective 1	FINAL	
Objectives 2-3 (Security)	FINAL	
Budget Pages		

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The Office of Public Instruction is committed to equal employment opportunity and nondiscriminatory access to all our programs and services, and will take necessary and appropriate steps to insure that the workplace and OPI programs and services are free of discrimination and sexual harassment. For information or to file a complaint, contact Kathy Bramer, OPI Title IX/EEO Coordinator at 406-444-3161 or KBramer@mt.gov.



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Why unlock page only if necessary?

- OPI already said it's OK and Locked it
 - No need to check it again....unless it's unlocked



Open page tells OPI:

- **May** have been changed
- OPI **must review** page

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Page-Lock Reminders:

- To amend application, may need to unlock a page
 - After applic is submitted and accepted, page might be Locked
 - Example.... Budget Detail Page
 - Unlock for Editing



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If page tells you it's locked...

OPI E-Grants System

Applicant Name: Helena Elem Legal Entity: 0487

Application: 2007-2008 Amendment 1

This page has been locked by the agency review. You must unlock it on the Page Control Tab if changes are needed.

Application Sections: ESEA / NCLB Consolidated

Printer-Friendly
Click to Return to Application Select
Click to Return to Menu List / Sign Out

Overview Contact Information Funding Private/NonPublic School Participation Grant Summary Assurances, Common and Program Submit Application History Page Lock Control

Contact Information

* Denotes required field

Authorized Representative:

Last Name: Messinger
Phone: 406 324 2001 Extension:
Summer Phone*: 406 324 2001 Extension: na

District Clerk:

Last Name: Harris
Phone: 406 324 2007 Extension:
Summer Phone*: 406 324 2007 Extension: na

Check a box below and complete the information if the contact is not the Authorized Representative listed above.

Go to Page-Lock Control tab to unlock for editing

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And.....

Activities LOCKED

Budget Pages LOCKED

Budget Detail LOCKED

Title IV A - SDFSC

Program Detail

Private/Nonpublic Equitable Share LOCKED

Objective 1 LOCKED

Objectives 2-3 (Security) LOCKED

Budget Pages

Budget Detail LOCKED

Title V A - Innovative Programs

Program Detail

Private/Nonpublic Equitable Share LOCKED

Activities Summary OPEN

Activity 1 LOCKED

Activities 2-9 LOCKED

Activities 10-18 LOCKED

Activities 19-27 LOCKED

Budget Pages

Budget Detail OPEN

Budget Summary OPEN

Title VIB - Rural Low Income

Program Detail LOCKED

Budget Pages LOCKED

Budget Detail LOCKED

Remember to SAVE Changes !

Save

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Application Select Page

- After a new application is started, this page has additional functions available
 - Open
 - Create Amendment
 - Delete Application (or amendment)
 - Review Summary
 - Print All (the entire, completed application)
 - Grant Award Notice (GAN)

Print All

OPI E-Grants System

Applicant Name: Big Sandy Elem Legal Entity: 0137

Application Select - ESEA Consolidated

Do not open the app to "Print All"

Select an application from the list(s) below and press one of the following buttons:

Buttons: Open Application, Create Amendment, Review Summary, Payments, Print All

Select	Application / Amendment	Original Submit Date	OPI Approval Date	Status	Status Date	Consulting
2007-2008	08-ESEA-00 Original Application			Not Submitted		

user ID: Erey

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Print All Request

OPI E-Grants System [OPI Home](#)

Click to Return to Organization Select
Click to Return to Menu List / Sign Out

Applicant Name: Lincoln K-12 Schools Legal Entity: 1221

Application Select - ESEA Consolidated [Instruction](#)

Select an application from the list(s) below and press one of the following buttons:

[Open Application](#)

Printed Applications:
Print all request pending by Kheisler 4/11/2008 9:06:02 AM

Select	Application / Amendment	Original Submit Date	OPI Approval Date	Status	Status Date	Consulting
2007-2008						
<input checked="" type="checkbox"/>	08-ESEA-00 Original Application	06-13-2007	09-21-2007	Final Approved View GAN	09-21-2007	<input type="checkbox"/>

user ID: PUBLIC

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How do I get it?

OPI E-Grants System [OPI Home](#)

Click to Return to Organization Select
Click to Return to Menu List / Sign Out

Applicant Name: Lockwood Elem Legal Entity: 0967

Application Select - ESEA Consolidated [Instruction](#)

Select an application from the list(s) below and press one of the following buttons:

[Open Application](#)
[Review Summary](#)

Printed Applications:
Diane Brook 4/24/2008 8:08:14 PM

Click on the Name and Date

Select	Application / Amendment	Original Submit Date	OPI Approval Date	Status	Status Date	Consulting
2007-2008						
<input checked="" type="checkbox"/>	08-ESEA-00 Amendment 2	02-28-2008	04-22-2008	Final Approved View GAN	04-22-2008	<input type="checkbox"/>
<input checked="" type="checkbox"/>	08-ESEA-00 Amendment 1	01-22-2008	01-23-2008	Final Approved	01-23-2008	<input type="checkbox"/>
<input checked="" type="checkbox"/>	08-ESEA-00 Original Application	06-14-2007	09-17-2007	Final Approved	09-17-2007	<input type="checkbox"/>

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Where does it go?

Application Print Out Page 1 of 74

[Application Printout](#) [Instructions](#)

eGrant Management System
Printed Copy of Application

Grant Program: ESEA Consolidated
Cycle: EB-ESEA-09 Amendment 2
Sponsor/District: Lockwood Elem
Date Generated: 4/24/2008 8:05:16 PM
Generated By: DBrook

Review Summary

- Review Summary is accessible from the Application Select Web page once OPI has completed their reviews

OPI E-Grants System

[OPI Home](#)

Applicant Name: 00 024 1206 00
Application: 2007-2008 Original Application

Legal Entity: 1206

[Click to Return to My To Do List](#)
[Click to Return to Organization Select](#)
[Click to Return to Menu List / Sign Out](#)

Review Summary Latest submission to LDE occurred on: 4/4/2007

[Instructions](#)

Round 1	Select	Step	Group	Staff	Status	Status Date
	<input checked="" type="checkbox"/>	3	State Agency Title I Program Staff	Program Reviewer 1	Accepted	4/6/2007
	<input checked="" type="checkbox"/>	3	State Agency Title V Program Staff	Program Reviewer 5	Review Started	4/6/2007
	<input checked="" type="checkbox"/>	3	State Agency Title VI Program Staff	Program Reviewer 6	Accepted	4/6/2007
	<input checked="" type="checkbox"/>	3	State Agency Title III Program Staff	Program Reviewer 3	Accepted	4/6/2007
	<input checked="" type="checkbox"/>	3	State Agency Title IV Program Staff	Program Reviewer 4	Accepted	4/6/2007
	<input checked="" type="checkbox"/>	3	State Agency Title IID Program Staff	Program Reviewer 2D	Accepted	4/6/2007
	<input checked="" type="checkbox"/>	3	State Agency Title IIA Program Staff	Program Reviewer 2A	Accepted	4/6/2007
		4	State Agency Administrative level review	Randy Arnold	Preassignment	

[Review Checklist](#)



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Grant Award Notification (GAN)

- **Contains detailed grant award information and amounts for the current application.**
- **A GAN can be printed by clicking the hyperlink on E-Grants Application Select page (“View GAN”).**
 - You must select the radio button to the left of the “Final Approved” application in order to view the GAN.
 - When you click the hyperlink, follow the instructions to print the PDF GAN.

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E-Grant System Notifications

- Emails are sent to LEA Authorized Representatives and others authorized to receive approval/disapproval e-mails on the bottom of the Contacts page.
- LEAs are notified of Final Approval or Returned for Changes
 - Review Summary page allows LEA review of OPI application Review Checklists for feedback on modifications required

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Requesting Payment



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Application Select Page

OPI E-Grants System

Applicant Name: Ronan H S Legal Entity: 1200 [Click to Return to Menu List / Sign Out](#)

Application Select - ESEA Consolidated [Instruction](#)

Select an application from the list(s) below and press one of the following buttons:

[Open Application](#) [Payments](#) [Print App](#) [Printed Applications:](#)

Select	Application /	Original	OPI	Status	Status Date	Consulting
	endment	Submit Date	Approved Date			
2007-2008	001-ESEA-00 Original Application	04-29-2007	04-24-2007	Final Approved	04-24-2007	<input type="checkbox"/>

User ID: ronanebusmgr

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Click the radio button next to the application you want to access then click the blue "Payments" button

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Payment Summary Page

OPI E-Grants System

Applicant Name: Ronan H S
Application: 2007-2008 Original Application
Legal Entity: 1200

Payment Summary

Vendor: 000023540 001

View Cash Request/Expenditure Reports

Payment Summary as of 6/6/2007

Click to open the Cash Request/Expenditure Report menu

	TitleIA	Schoolwide	TitleIIA	TitleIID	TitleIII	TitleIVA	TitleVA	TitleVIB
Current Grant Year Allocation	\$150,057	\$0	\$46,437	\$2,701	\$47	\$4,764	\$1,193	\$0
(+/-) Adjustments	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(+/-) Conversions	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
(+/-) Transfers	(\$129,850)	\$129,850	\$477	(\$477)	\$0	\$0	\$0	\$0
Total Funds Available	\$20,207	\$129,850	\$46,914	\$2,224	\$47	\$4,764	\$1,193	\$0
Anticipated Payments								
Auto-Scheduled	\$3,760	\$0	\$0	\$1,913	\$0	\$2,239	\$0	\$0
Cash Requests	\$16,447	\$129,850	\$46,914	\$311	\$47	\$2,525	\$1,193	\$0
Total	\$20,207	\$129,850	\$46,914	\$2,224	\$47	\$4,764	\$1,193	\$0
Pending Payments								
Auto-Scheduled	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Approved Cash Requests	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Completed Payments								
Auto-Scheduled	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Cash Requests	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Remaining Payments								
Auto-Scheduled	\$3,760	\$0	\$0	\$1,913	\$0	\$2,239	\$0	\$0
Cash Requests	\$16,447	\$129,850	\$46,914	\$311	\$47	\$2,525	\$1,193	\$0
Total	\$20,207	\$129,850	\$46,914	\$2,224	\$47	\$4,764	\$1,193	\$0

User ID: ronanhsbusmgr

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Cash Request/Expenditure Report Menu

OPI E-Grants System

Applicant Name: Ronan H S
Application: 2007-2008 Original Application
Legal Entity: 1200

Cash Request/Expenditure Report Menu

Program: TitleIA

Cash Requests:

Select an Cash Request from the list(s) below and press one of the following buttons:

Open Request Create New Request Review Summary

Select	Cash Request	Date Created	Date Submitted	Final Approval Date	Status	Status Date
<input type="checkbox"/>	Cash Request 4	6/17/2007			Not Submitted	
<input type="checkbox"/>	Cash Request 3	6/16/2007	6/16/2007		Submitted to the SEA	6/16/2007
<input type="checkbox"/>	Cash Request 2	6/6/2007	6/6/2007		Submitted to the SEA	6/6/2007
<input type="checkbox"/>	Cash Request 1	6/6/2007	6/6/2007		Submitted to the SEA	6/6/2007

Expenditure Reports:

Select an Expenditure Report from the list(s) below and press one of the following buttons:

Open Expenditure Rep Create Expenditure Rep Review Summary

Select	Expenditure Report	Final	Date Created	Date Submitted	Final Approval Date	Status	Status Date
<input type="checkbox"/>	Expenditure Report 1		6/16/2007			Not Submitted	

User ID: ronanhsbusmgr

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Cash Request Page

Applicant Name: REO Inc Legal Entity: 6291

Application: 2007-2008 Amendment 1

Printer-Friendly
Click to Return to Application Select
Click to Return to Payment Summary
Click to Return to Cash/Request/Expense Menu
Click to Return to Organization Select
Click to Return to Menu List / Sign Out

Cash Request 8

This request has been approved. No more updates will be saved.

Agency: 03170
Document #: 2600000322
Check/EFT #: 0002886454
Check/EFT Date: 6/10/2008

Program: TitleCRT

Itemize and explain each expenditure amount. Click on the "Create Additional Entries" button to enter additional information. (Use whole dollars only. Omit Decimal Places, e.g. \$2536)

Description of Object Codes

Object Code	Expenditure Description and Itemization	Final Approved Budget	Previously Requested	Cash Request	Delete Row
100	(1000 Character Maximum) Covers payroll expense from 06/04/2008 through 07/02/2008	\$170,161	\$101,796	18089	[X]
200	(1000 Character Maximum) Covering payroll expense from 06/04/2008 through 07/02/2008	\$51,965	\$20,466	3992	[X]
300	(1000 Character Maximum) Covering fees for professional and technical services and resources from 06/04/2008 through 07/02/2008	\$72,340	\$41,090	53	[X]
400	(1000 Character Maximum) Covering office space and related expense from 06/04/2008 through 07/02/2008	\$15,429	\$10,429	907	[X]
500	(1000 Character Maximum) Covering travel, communication, postage, supportive services, training expense from 06/04/2008 through 07/02/2008	\$49,621	\$20,027	4228	[X]
600	(1000 Character Maximum) Covering supply purchases or usage fees from 06/04/2008 through 07/02/2008	\$3,800	\$1,994	5	[X]
Indirect Cost - Approved Rate 12.1000 % Derived Rate 7.3446 %		\$26,684	Total	\$27,272	
			Total	\$2,004	
			Total	\$29,276	

NOTE: Data displayed on this page was effective as of 5/23/2008

Vendor Invoice Number: T1CR0805001
End Period Expense (MM/DD/YYYY): 7/2/2008

RECAP	Amount	Amount Paid to Date by Fund Source
Grant Award (Allocation)	\$390,000	
Approved Budget	\$390,000	TitleCRT \$227,343
Amount Paid To Date	\$227,343	Total \$227,343
Expenses To Date	\$0	
Balance Due LEA	\$0	
Funds on Hand	\$227,343	

Local Intranet 100%

Expenditure Report/Fiscal Closeout

OPI E-Grants System

Applicant Name: Fort Benton Elem Legal Entity: 0133

Application: 2007-2008 Amendment 2

Printer-Friendly
Click to Return to Application Select
Click to Return to Cash/Request/Expense Menu
Click to Return to Payment Summary
Click to Return to Organization Select
Click to Return to Menu List / Sign Out

Periodic Expense Report 1

This request has been approved. No more updates will be saved.

Program: TitleIA

Object Code	Expenditure Description and Itemization	Final Approved Budget	OPI Funds Received	Previously Reported Expended	Accumulated Expenditures to Date
100	Personal Service- Salaries	\$43,322	\$39,944	\$0	\$3335
200	Employee Benefits	\$5,228	\$4,867	\$0	\$228
300	Purchased Professional and Technical	\$0	\$0	\$0	\$0
400	Purchased Property Services	\$0	\$0	\$0	\$0
500	Other Purchased Services	\$0	\$0	\$0	\$0
600	Supplies	\$929	\$0	\$0	\$929
700	Property & Equipment	\$0	\$0	\$0	\$0
800	Other Objects	\$0	\$0	\$0	\$0
Totals:		\$49,479	\$44,811	\$0	\$49,479
Indirect Cost - Approved Rate 0 % Derived Rate 0 %		\$0	\$0	\$0	\$0
Totals:		\$49,479	\$44,811	\$0	\$49,479

Expenditure Period End Date: 6/30/2008

NOTE: Data displayed on this page was effective as of 6/4/2008

RECAP	Amount	Amount Paid to Date by Fund Source
Grant Award (Allocation)	\$49,479	
Approved Budget	\$49,479	TitleIA \$44,811
Amount Paid To Date	\$44,811	Total \$44,811
Expenses To Date	\$49,479	
Balance Due LEA	\$4,668	
Funds on Hand	(\$4,668)	

Final Expenditure [X]

user ID: cp8076

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Fiscal Requirements for E-Grants



- Cash Requests
 - Due on the 25th of each month
 - OPI will make payments on the 10th of each month
- Expenditure Report
 - Due August 10th (Projects ending June 30th)
 - Due November 10th (Projects ending September 30th)

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HELP!!!! Getting E-Grants Assistance



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Questions?

- If you have questions about E-Grants, click on the “[Contact Us](#)” link found at the bottom of every E-Grants web page
- OPI program and fiscal contacts are listed
- OPI E-Grants Coordinator for E-Grant System inquiries and questions at (406) 444-7841 or kenglish@mt.gov



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Just for a smile...

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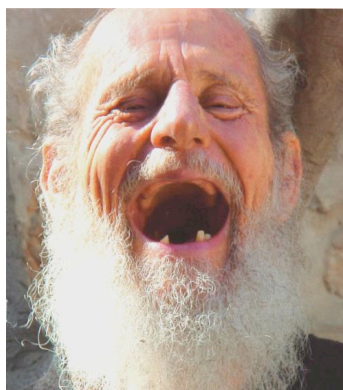
Before E-Grants



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After E-Grants



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THANK YOU FOR COMING!



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